

Utah 2030:

State Agencies Prepare
for an Aging Utah

Brief Part 1 Internal Scan

Agency Status Report Due September 7, 2006
Draft Brief Part 1 Due September 28, 2006

Questions:

- (a) Identify the impact of the increase in Utah's aging population on your agency. How will the changing demographic affect your agency's overarching policy issues, direction, program considerations, changing constituency needs, and management concerns?
- (b) If your agency has begun to address the impact of the aging population, describe what you are doing to address or respond to these anticipated changes, including identified priorities, overarching policies, programs, etc.

Considerations for Content Brief Part 1(a)

This outline is intended to help you conduct and write about your internal scan (Brief Part 1, due September 28, 2006). It is not an all-inclusive list, but offers seeds to help you think about what you may address in your internal scan. It is not intended as a check-list, and you are not required to address each of these areas in your Brief.

The length of the Brief Part 1 is no more than 4 double-spaced pages (refer to the Format page). The total length of your final submission will be 8 double-spaced pages.

Question 1: Identify the impact of the increase in Utah's aging population on your agency. How will the changing demographic affect your agency's overarching policy issues, direction, program considerations, changing constituency needs, and management concerns?

- 1. Describe **demographic trends** that are relevant to our agency's work (i.e. trends related to population, lifestyle changes, work, income, migration, and other demographic changes. How will these trends impact your agency's work?
- 2. Who are your **consumers/constituency**? Will demographic changes impact who your agency serves?
- 3. Consider whether your agency's **overarching policies** will change or remain the same in the next 20 years, given demographic changes.
- 4. Consider how your agency's programs, services, and oversight responsibilities may change, expand, or contract given the demographic changes.
- 5. How will the management of your agency be affected by demographic change? Focus on the next 10 years, including interaction with business and provider

organizations and interactions with other state, federal, and local government agencies.

6. Other issues that will affect your particular agency.

Tips:

- DO NOT
 - Provide an inventory of current programs and services
 - Try to answer or address the issues you have identified. You will address the issues that you identify in Brief Part 1 when we get to Part III.
- DO
 - Focus on the issues and areas of work that may be affected by the changing demographics

Considerations for Content Brief Part 1(b)

1. As a result of your internal scan, your agency may have identified existing programs that will respond to the demographic changes. Please identify these in Brief Part 1.
2. If you have responded to this issue in your Work Plan, please restate the response in your Brief Part 1.

Status Report: (Due September 7, 2006)

Your agency will provide a status report on how you are beginning to address the two questions for the Brief Part 1. Use your work plan for Brief Part 1 to complete this status report.

Either of the following is acceptable for your Status Report:

1. Check-off Option: Make a copy of Part 1 of your Work Plan and check off the items you have accomplished.
2. Narrative Option: Start with Part 1 of your work plan, and, for each step you have identified, write a summary of what you have completed by September 7th.

Include any modifications (additions or changes) to your work plan that you have identified by September 7th in your Status Report.

Email your Status Report to: lkoci@utah.gov

Send hard copies to:

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